

ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES BOARD OF WOOD COUNTY

NOVEMBER FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES

November 10, 2021

COMMITTEE MEMBERS PRESENT: Corey Speweik, Dan Lambert, Karen Baron, Frank McLaughlin

COMMITTEE MEMBERS ABSENT: Hallie Nagel

ADAMHS BOARD STAFF PRESENT: Deanna Chase (V), Laura Fullenkamp (V), Julie Launstein, and Kathryn Shackleton

GUEST: Melanie Vandyne, Noelle Duvall, Sydney Falk, Jeff DeLay

CALL TO ORDER:

Corey Speweik called the meeting to order at 4:03 PM.

NEW BUSINESS:

Schedule of Bills (September): Corey stated the new format looks good and asked if the committee had any questions. Frank asked what we paid Hampton Inn for. Julie explained this was for an individual client, fund came from community transition, which is for individuals coming out of prison who are compliant with treatment while incarcerated to help get them in housing. This was for emergency housing, 1 person for 3-weeks. Dan asked where the money comes from, Julie answered the State. We are using funds that are 3 years old. Dan asked if we had used Hampton Inn in the past, like for DV situations. Julie was not sure. This client is now in an apartment. Deanna stated we have used them, because of their willingness to work with us. Corey asked if we were paying for permanent housing. Julie answered yes, for a few months, and client has a job now. Dan asked about Carla Davis and was told she is our attorney who helps with commitments. Frank asked about the \$50 a month for phones for staff, that this has been in place for a while. Are we paying them to be available 24/7? Deanna stated that is part of our computer security, 2-step. This does allow us to be reached. Corey, while he appreciates the availability, it still puts wear and tear on the device. His concern is that it wasn't a board policy. We will investigate this and provide more information. Dan motioned to recommend approval to the full Board, Frank seconded. All in favor.

Financial Reports (September): Dan had questions: on the revenue side, where can we see where we are not receiving the revenue we were expecting from State and Federal. Julie didn't have a list of funds we were receiving as of last month. When we get these funds, depends on the type, and the frequency depends on type. SOR we request, levy is 2x a year. The bulk of others are quarterly, twice a year or once a year. Dan asked if the OhioMHAS revenue that we were expecting, and SOR that we haven't received is concerning. Also, why are we reporting it, or that we were expecting it, if we haven't received it. Tracking is easier and less error prone. Dan states it looks like we have too much money, but we don't due to how we report. Corey asked about the overage on PERS, Julie informed we had a 3 pay month. We also had an employee that left who was entitled to a payout, so that could be part of it. Corey also asked about the Other line, and Julie informed this was our storage unit, the phone stipend, and other misc. Dan asked about expenditures, as we have a lot coming in under budget, are we expecting those number to hold or correct in the future? Julie pointed out that the notes column has the month the

agencies have billed through. Typically, they are closing out fiscal years, which takes the focus, and they have been doing through audits, so are typically behind. State gives 45-days to close out SOR grant, which is when Julie reconciles. But it will catch up and correct. Dan motioned to recommend approval to the full Board, Frank seconded. All in favor.

CRC: Deanna stated that what we were going to talk about in Programs was staging ideas to improve staffing in RU. Noelle informed that they are working on a proposal for different pay for RU staff, comparable to other agencies. They have looked at surveys and called around to local agencies to evaluate pay ranges. They are also working on a structural change, with a shift lead, who they hope will be longer term full-time staff, at the RU is currently staffed by students, so lots of changeover, but this would allow them to be more structured and maintain a level of experience. Also working on training on dealing with clients and how to be supportive for staff. Hopefully, this will stabilize the staffing patterns. Hoping to raise wages to \$18/hour as current is \$14 or lower. Dan asked if employees would be eligible for benefits? Yes, for full time staff. Frank stated that have been discussions for 6 months or more, expressing worries that regular users, referrals, are concerned about bed availability and being able to place clients there. CRC responded: We know there are problems, no secret that CRC has relied on students and is paid less than others in the county. This is largely a money issue.” Frank does support the mission and CRC, which is unique in the county and in Ohio, strongly feels that even with increased funding this is something that is going to be less expensive than any other option we would see. Noelle-also proposing shift differential. Sydney has sent Julie a proposal for \$16-18/hour wages. They did manage to fill the RU therapist position. Dan, to Frank’s point, we understand this is going to require a financial commitment but wants to be sure that if we commit the resources, we procure the outcomes that come with it. Dan offered to help with this, lend an opinion, since this is his area of expertise. Comparatively, raising wages doesn’t mean that we are able to staff. Want to continue to provide opportunity for students, but not as the core staff, but they do provide value. Dan asked if there is a college credit program for students working at CRC? Noelle stated they are meeting with Ohio Means Jobs, to see if through Owens they can work on an apprenticeship program, but this is still early in the works. Julie would like to go over the numbers with Sydney to get a formal proposal out to the board. Looking at the range to determine cost difference.

Contracts

Unison CSU: Corey noticed that there is a paragraph that address a resolution amendment. We will need a resolution amendment, as the amount fell in lower than originally anticipated for the capital portion, then a resolution for contract. Our hope is to avoid getting to a board meeting, then getting language changes, and having to run it back by the board and the attorney. Corey states he has gone through this and there is nothing he wants to change or throw at it. Frank asked if Arlen has been through this already? Julie answered yes but we are waiting for Paul’s signature, for any changes from committee and Unison. Frank asked who created statement of need? Unison, this is their proposal. Do we want numbers in second paragraph under detailed description? No. Frank also states that on page 4, under type of allocation, he is not sure if we should have profit sharing, but instead state excess revenue shared equally between Unison and the Board. Frank states everything else looks pretty good and numbers were clear. Jeff states he is ok with the wording change. Dan asked about objective 1, tolerance 30 minutes, can we tighten this? Jeff, we don’t want to set staff up for failure, if we get multiple crisis at a time. They also didn’t want it too restrictive and have that cause us to have to come back and make excuses to the Board. Dan asked about the sliding fee scale, and Julie stated this is based on poverty standard, and was approved previously during regular allocations. We also have hardships if needed. No one should have to go without treatment because of income. Jeff, in his experience, this board is the best, as they

take care of clients first. Frank motioned to recommend approval to the Full Board, Karen seconded. All in favor.

D&O Insurance: Corey asked if we shop around for this. Julie stated that Huntington shops around on our behalf. Dan states that they have a computer fraud clause added, how much client or patient data is the board holding? Julie, all claims we pay are secured on our server. Dan suggests looking at more thorough cyber liability plan. Corey says that we must remember that as a governmental agency, we qualify for statutory immunity, and we are looking for something that is going to keep us afloat not protect us from individual claims. Dan, legally required to notify and monitor for 90-days. Corey is not suggesting we shouldn't do it, but our liability is limited. Dan, we want to ensure we have coverage for breaches or ransomware. Corey asked when our policy renews and Julie answer December. Dan states this is not a hard endorsement to put on, that our agent should be able to do it in half an hour. Though he won't be at the Board meeting this month, he does want to put this in front of the board.

Cocoon (SOR and Regular): Julie, we have Cocoon's SOR, no approval yet, and the regular agreement. We just want them aware that these are coming up.

MOU w/ Board of DD (CG & KB): This are 2 client specific cases, and we share cost.

InTech: this expires 12/31.

PUBLIC COMMENTS:

Jeff DeLay, Unison: There was a Toledo Blade article, regarding a SAMSHA Federal grant to provide treatment in Lucas County jail, reference to work being done in Wood County. Had actually started doing work in Wood County before getting the grant for Lucas County. Received good feedback for the work in Wood County jail, and Lucas County.

Melanie Vandyne, CRC: thank you for support, as always.

ADJOURNMENT: Dan motion to adjourn. Meeting adjourned at 4:50PM.

Submitted by: Kathryn Shackleton, Executive Assistant

Approved by: Corey Speweik
Corey Speweik, Treasurer, ADAMHS Board of Wood County

2-9-2022
Date

